

**Lansbrook Master Association, Inc.  
Board of Directors Meeting**

**Minutes**

**May 20, 2019**

**East Lake Community Library  
4125 E Lake Rd S, Palm Harbor, FL 34685**

The Lansbrook Master Association, Inc. Board of Directors Meeting was called to order by President Jim Donnelly at 7:04 p.m. on May 20, 2019. Also attending from the Board were: Mr. Bruce Insana, Mr. Tom Denham, Mr Rob Anderson and Mr. Scott Tillesen. Other attendees included Ms. Susan Dowswell and Mr. Ed Anderson of FirstService Residential. Several homeowners also attended.

**Proof of Notice:** Meeting was properly noticed in accordance with Florida State Statute 720.

**Establish a Quorum:** With 5 board of directors in attendance a quorum was established.

**Residents in attendance:** About 15, including Board members and guests.

**Meeting Minutes:**

**Mr. Tillesen moved to waive the reading and approve March and April, 2019 Board of Directors Minutes as distributed. Mr. Insana seconded the motion. Motion unanimously approved. 5/0**

**Officer Reports:**

**President:** Mr. Donnelly introduced Kevin Drielts, president of Devonshire HOA to serve as a Lansbrook Director until the 2019 Annual Meeting, filling the vacancy of Mr. John Walek

**Mr. Donnelly moved to appoint Mr Drielts to the board vacant seat. Mr. Insana seconded the motion. Motion was unanimously approve.**

**Vice President:** Nothing to report

**Treasurer:** As of the 3/31/2019 financial report, the association is on budget.

**Secretary:** Nothing to report

**Maintenance Report:** Ed Anderson reported that work is ongoing and irrigation repairs are being done throughout the property.

**Campus Improvement Committee:** Nothing to report

**Unfinished Business:**

**Front Entrance**

- a. **LMA Landscape Project Phase I Update:** Ed Anderson, Campus Grounds Director, reported on the progress of the front entrance. Cepra, is moving very slowly and has proposed a \$60,000 increase to the original proposal as presented to the board. With this information, the board discussed the alternate landscape company, Duval Landscape Maintenance, LLC, that initially was the first choice of the CIC. Mr. Donnelly, with the board's approval, will negotiate an agreement with Duval for the original budgeted amount and the landscape plan as Duval had submitted to both the CIC and LMA Board of Directors. No objections were stated.

## **New Business:**

- a. **Pinellas County Reclaimed Water Agreement Update:** Pinellas County has agreed to relinquish their reclaim pipes at no cost to the association. Prior to the removal of the large reclaim pipe on Lansbrook Parkway, the association must re-connect the 4" water pipe that was closed off when Pinellas County began supplying the Lansbrook Parkway with reclaim water. The location of the pipe to be reconnected is at the corner of Highpoint Dr. and Lansbrook Parkway which feeds from Tarpon Lake, S-2 pump system. Ed proposed D and D Grading to do the work at an estimated the cost of \$4,000. Currently the monthly cost of reclaim water is approximately \$2500.

**Moved to approve D and D Grading to reconnect the pipe/valve for \$4000. Seconded by Motion unanimously approved.**

- b. **Approve LMA Landscape Maintenance Agreement – 7/1/2019 – 6/30/2020:** 7 Landscape companies submitted a response to the one year Landscape Maintenance Contract RFP. Ed Anderson recommended to approve the Brightview Landscape proposal for a 12 month term.

**Mr. Tillesen moved to approve Brightview Landscape Company contract to commence on July 1, 2019 for a 12 month term. Seconded by Mr. Insana. Motion unanimously approved.**

- c. **Sale of Dodge Truck:** The transmission of the Dodge truck is broken. This truck was used expressly for LMA irrigation repairs. Mr Ed Anderson requested the truck be replaced with a Club Car. The Dodge has 150K miles and several dents. Per Ed's investigation, the truck is worth \$600. To dispose of the Dodge, a Lansbrook maintenance worker would like to purchase the truck for \$600.

**Mr. Insana moved to approve the sale of the Dodge truck to the maintenance worker for \$600. Seconded by Mr. Denham. Motion unanimously approved.**

- d. Discussion to approve a conversion of the Lansbrook Parkway street lights to LED. Currently we pay \$2400 for the light rental. The new rental will be an additional cost of \$40 per month but the utility usage cost will decrease and the streets will be better lit which will add safety and security to Lansbrook Parkway. The board would like additional time to review.

**Board Comments:** Proposals for repaving the Commons parking lot and Lakefront Park walking paths for the next board meeting.

### **Member Comments- Limit to Three Minutes**

Three questions from audience in attendance

### **Meeting Adjourn:**

**Mr. Insane moved to adjourn the meeting at 6:41 p.m. Mr. Drielts seconded the motion. The motion passed unanimously.**